

Terms of Reference (TOR)

JOB TITLE	:	One (1) GIS DATA OFFICER
OFFICIAL STATION	:	RPCO 10, Cagayan de Oro City
Reporting Responsibility	:	Shall report directly to RPCO-Geo-Mapping and Governance Unit Head
JOB TYPE	:	Consultancy
NATURE OF JOB	:	Office and Fieldwork
MONTHLY SALARY	:	Php 40,000.00

Background:

The Government of the Philippines (GOP) has obtained a loan from the International Bank for Reconstruction and Development - World Bank (IBRD-WB), amounting to FIVE HUNDRED MILLION DOLLARS_ (US\$500,000,000) for the purpose of financing the 'Philippine Rural Development Program (PRDP) ' to support the Government's effort to reduce poverty among the rural communities in the country.

The PRDP is a six-year (2013-2018) initiative of the government envisioned to increase farm and fishery productivity and incomes in target areas in all 16 regions of the country. The program seeks to achieve this objective by improving access of farmers and other industry players to a strategic network of infrastructure, market information and support services. Specific investments and interventions are to be implemented under four central components of the program, namely: 1) Investments for AFMP Planning at the Local and National Levels (I-PLAN); 2) Intensified Building Up of Infrastructure and Logistics for Development (I-BUILD); 3) Investments for Rural Enterprises and Agricultural and Fisheries Productivity (I-REAP); and 4) Implementation Support to PRDP (I-SUPPORT).

Job Description

The main objective of the Geomapping and Governance Unit (GGU) is to contribute to greater transparency and accountability for stakeholders. Using the latest ICT innovations available such as the freely available open source Geo-tagging, GIS and other complementing online technologies, the Unit aims to make information regarding the projects being proposed and implemented publicly available and accessible.

Duties and Responsibilities

Specifically, the tasks of the GIS Data Officer will include but not limited to the following:

- Create maps and graphs, using GIS software and related equipment;
- Assist with users to define data needs, project requirements, required outputs, or to develop applications;
- Conduct research to locate and obtain existing databases;
- Compile geographic data from a variety of sources including censuses, field observations, satellite imageries, aerial photographs, and existing maps;
- Submit report on geographic information;
- Maintain output report in electronic copies;
- Prepare metadata and other documentations.

Expected Output

- Maps and graphs, using GIS software and related equipment created;
- Research conducted to locate and obtain existing databases conducted;
- Report on geographic information submitted;
- Metadata and other documentations prepared;
- PRDP trainings with GIS concerns assisted; and

- Proposals assisted in the review and evaluation

Qualification

Education:

- Degree in geography, natural resources, Computer science or Computer engineering or related field. Equivalent combination of education and experience or extensive professional experience as an advance GIS user will also be considered;

Work Experience:

- Minimum of two (2) years experience working with a foreign-assisted project (FAPs) or any development projects preferably involving GIS.

Knowledge, Skills and Abilities:

- 40 hours trainings on GIS system; basic mapping and cartographic concepts; mapping symbols and standards; GIS concepts, mathematical concepts, research methods, database design principles, basic graphic arts principles; customer service principles.
- Proficient in the use of Quantum GIS
- Familiarity with foreign-assisted projects and/or rural development projects.
- Proven skills (Leadership, awards and citations)